TRAINING & READINESS (T&R) MANUAL

MARINE CORPS TACK-ON

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UNCLASSIFIED

T & R MANUAL

- **What is the Marine Corps TECOM Integrated Management System (MCTIMS)?**

MCTIMS currently has a number of functions:

- Tracking and managing students and curricula in training environments.
  - Student registration and attendance
  - Course evaluation and management

- Functions which allow SMEs to draft individual and collective events to populate Training and Readiness Manuals.
  - Importing functions from the ITS Manual to the development of the T & R Manual
  - Annual training development (current ITS manual has not been revised since 1999)

T & R MANUAL

What is the Training and Readiness Manual (T & R Manual) ?

- An automated replacement for OCCFLD 31XX Individual training Standards (MCO 1510.41B)

- Serves as a single-source document that provides the commander a tool:
  - To build logically sequenced training
  - To Determine combat readiness based on training accomplished against a published standard.

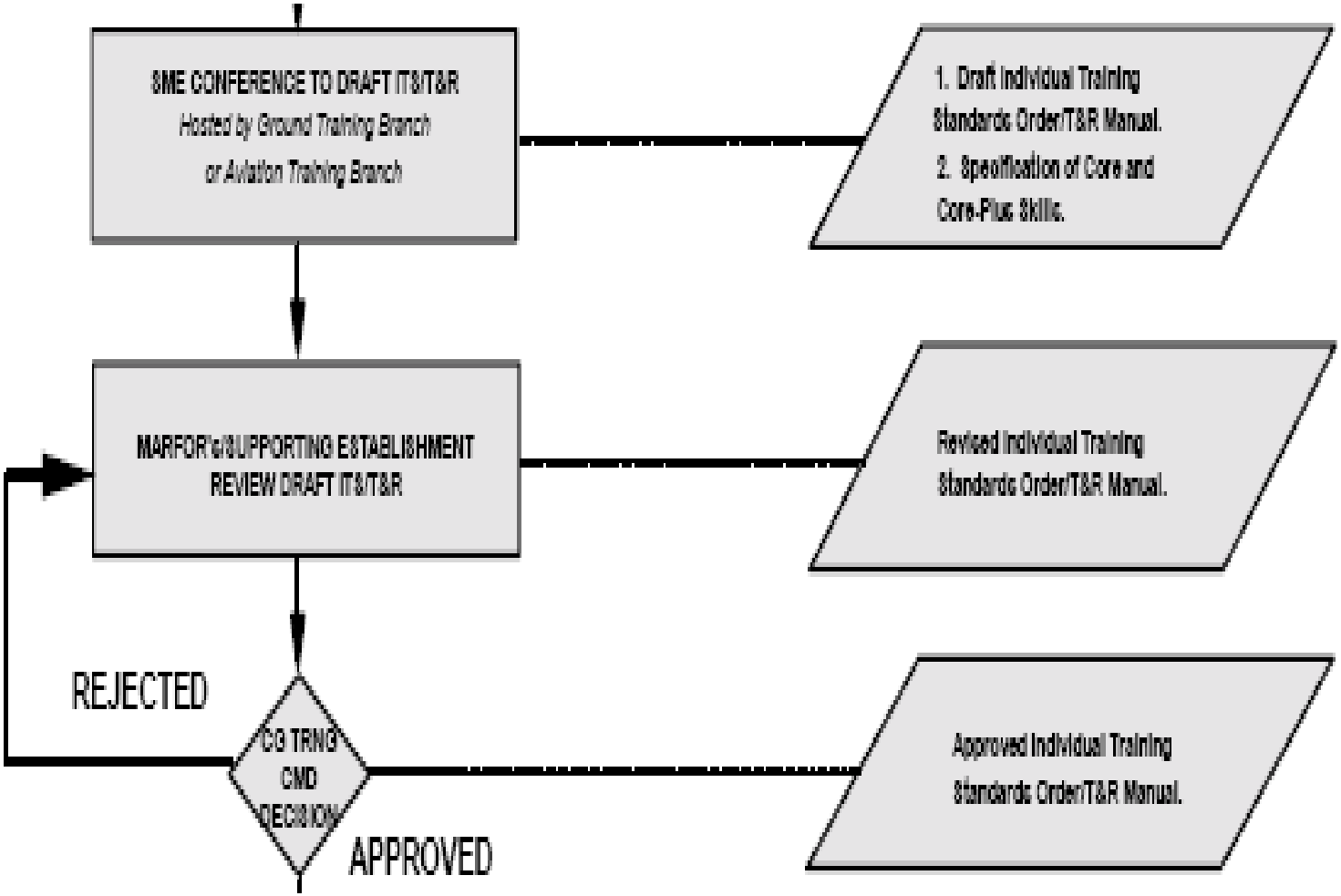
- T&R Manual tasks are clustered into executable training events that incorporate:
  - Individual training standards
  - collective training standards for all participants.

TMO T & R MANUAL DEVELOPMENT

- **What is the Individual Training Standards (ITS)/ Training and Readiness (T & R) Manual Subject Matter Expert (SME) Conference?**

The T&R SME Conference, convenes to identify the required performance tasks for each MOS, functional area, or OccFld under review. Drawing on the expertise of Marines currently working in the MOS, the conference takes a detailed view of MOSs within the subject Occupational Field to fully develop an T&R with all component parts. Once published, the T&R becomes the source document for the development of formal training - whether resident or nonresident - and a guide for MOS training in operational units.

TMO T & R MANUAL DEVELOPMENT


SME CONFERENCE TO DRAFT IT&T&R
Hosted by Ground Training Branch
or Aviation Training Branch
1. Draft Individual Training Standards Order/T&R Manual.
2. Specification of Core and Core-Plus Skills.
MARFOR's/SUPPORTING ESTABLISHMENT REVIEW DRAFT IT&T&R
Revised Individual Training Standards Order/T&R Manual.
REJECTED
CG TRNG CMD DECISION
APPROVED
Approved Individual Training Standards Order/T&R Manual.

TMO T & R MANUAL DEVELOPMENT

- **Who are the attendees?**

The T&R SME Conference members have both Service-level training perspectives and grassroots knowledge of the tasks and techniques that define proper job performance in combat, combat support, and combat service support units. The actual composition of the conference group is decided on a case-by-case basis, drawing in the expertise needed. Its members will normally consist of representatives from the following:

-Ground Training Branch (Chair)

-Deputy or Assistant Deputy Commandant of the Marine Corps for the MOS under review (OCCFLD Sponsor)

-Operating Forces (MARFORLANT, MARFORPAC, MARFORRES)

-Supporting Establishment

-Functional Learning Center (Formal Schoolhouse)

-Distance Learning Center

TMO T & R MANUAL DEVELOPMENT

- **Who are the attendees?**

Funded SMEs:

- LtCol Hyden, Frederick D. (Camp Lejeune, NC)
- Capt Douglas, Christopher P. (Schoolhouse/Camp Johnson, NC)
- CWO2 Kobs, Sara L. (Yuma, AZ)
- MGySgt Hall, Cortez L. (Okinawa, Japan)
- MGySgt Mason, Noah (Okinawa, Japan)
- MGySgt Villanueva, Roger A. (Twenty-nine Palms, CA)
- GySgt Martinez, Gabriel (Schoolhouse/Camp Johnson, NC)

Local SMEs:

- MGySgt Childers, Roy J. (OCCFLD Sponsor)
- MSgt Jean, Patrick (Formal Schools Manager)
- GySgt Thomas, Carl D. (MARCORSYSCOM)

TMO T & R MANUAL DEVELOPMENT

- **PRODUCT OF THE T&R SME CONFERENCE**

- Upon completion of the conference, the draft T&R Manual will be staffed to
  - The Operating Forces
  - HQMC (Occupational Field Manager)
  - Other appropriate Marine Corps agencies.

- In its draft form, the T&R Manual is useable by the Functional Learning Center and Distance Learning Center to begin conceptual development of training products.

- Upon achieving concurrence or resolving the comments of the Operating Forces and the Occupational Field Manager, the draft MCO will be forwarded to the Director, Training & Education Command for approval, and subsequently published in the MCO 3500-series (for T&R Manuals).

TMO T & R MANUAL

- Summary

-The development of this T & R manual is a key factor to growing distribution mission of the Transportation Occupational Field.

-The T & R manual will establish the training standards used by unit commanders and school directors to design, develop, conduct, and evaluate the individual training of Marines.

TMO T & R MANUAL

QUESTIONS?